



**EFFICIENT
PAYROLL WRITING
and ACCOUNTING with
McBEE POSTERS**



McBee Poster Systems for Payroll give you machine accounting efficiency with minimum equipment investment and maintenance

McBee posters allow the most efficient cash or check payroll procedures possible for firms with as few as 25 — or as many as 1500 or more employees.

The employee's complete paycheck, including statement of earnings and deductions, his earnings record and the payroll journal are all prepared simultaneously . . . in one streamlined operation, without chance of transcription errors.

As many as forty earnings records may be bulk loaded on the poster in payroll sequence. After completing each check, the journal is advanced to the next line, allowing all entries to be written in the same comfortable position throughout the entire payroll writing procedure.

The wide range of McBee posters and methods for payroll preparation assures you of procedures best suited to your particular needs.

Get these advantages for your payroll operations

- **Cuts clerical time by over 60%** . . . you post and balance one record instead of three or more . . . you reduce paper handling to a minimum.
- **Eliminates all transcription errors**, by eliminating the necessity for copying from one record to another.
- **Uses smaller, more economical paychecks.**
- **Flexible procedures.** Allows decentralized payroll preparation, if desired. Ease of operation enables any office personnel to prepare payroll on short notice. Additional, low-cost posters provide unlimited payroll writing capacity.

McBEE

NO.	NAME	EARNINGS	DEDUCTIONS	NET PAY	CHECK NO.	CHECK AMOUNT
402	47.20					
402	39.50	9.00				
40	61.20					
40	36.00					
32	48.00					
40	67.80					
404	36.70	3.70				
40	46.10					
36	38.80					
40	60.70					
402	34.30	4.60				
404	47.80					
40	63.30					
40	52.90					
403	48.10	5.60				
402	84.00	2.00				

THE KEYBORT COMPANY		ANTTOWN, U.S.A.	
TO UNITED NATIONAL BANK		DATE	
PAY TO THE ORDER OF		Nº 3923	
Frank M. Turner		THE KEYBORT COMPANY - PAYROLL ACCOUNT	
		(NOT NEGOTIABLE)	
AUTHORIZED SIGNATURE			
6015-03674 631-649 276 84			

DETACH AND RETAIN THIS SECTION:	
IT IS A STATEMENT OF YOUR EARNINGS AND TAX DEDUCTIONS AS REPORTED TO STATE AND FEDERAL GOVERNMENTS.	
EARNINGS	1902 1900 200 800
DEDUCTIONS AND NET PAY	3 P1 1340 320 200
NET PAY	6459 325 2

HOURLY OR SALARY RATE	
RATE	11 2.00
PER HOUR	80.00 / Week
DEDUCTIONS	
FICA	2.80
FUTA	1.25
SINS	3.00
WOSP	4.00
QUART	2.00
MISC	2.00
NET PAY	59.95 60.95

Pre-writing eliminated — payroll computed as earnings-and-deductions statements are written.

Payee's name written on check and journal simultaneously, without affecting the employee's earnings record (through WAXSPOT® carbon back on check).

Rapid, accurate quarterly report summarization can be completed right on the poster.

Visible earnings record data. Right hand portion of earnings record with fixed deductions and accumulated earnings information always in sight for fast, accurate payroll preparation.

Combination Accounts Payable/Payroll Plans

A standard check/stub form that serves both accounts payable and payroll is available for those firms with a limited number of employees and/or disbursements.

McBEE

DATE		CHECK NUMBER
19250	2/28	89-1
39140	2/28	89-2
-	2/28	89-3
321	89-4	
	89-5	
	89-6	
	89-7	
	89-8	
	89-9	

TO UNITED NATIONAL BANK ANYTOWN, U.S.A.		DATE	Nº 3923
PAY TO THE ORDER OF <i>Hocking Oil Company</i>		THE KEYSORT COMPANY ANYTOWN, U.S.A.	
AUTHORIZED SIGNATURE 			
MO215-03575 531-649 376-BW			

TIME	REGULAR	OVERTIME	UNDER	SEMI	OVER	FIC	TAX	EMP	INS	RET	DATE	CHECK NUMBER
1	702	1760										
2	705	3148										
3	716	4620										
4	682	6317										
5	711	8812										
6	704	1280										
7	630	7177										
8	701	8930										
9	640	4230										
10	705	6370										
11	713	11250										
12	681	3000										
13	620	14650										
14	677	3120										
15	728	3300										
TOTALS												

REFERENCE	AMOUNT OF PAYROLL	DEDUCTIONS	DISCOUNT	AMOUNT OF CHECK	DATE	CHECK NUMBER
Line 9572	33.00			66	3254	2/28 89-26

EMPLOYER - RETAIN AS YOUR RECORD OF EARNINGS AND DEDUCTIONS.

Three Quick Steps to Payroll Writing

The image shows the McBEE General Records Poster with a green cover. A tab is being pressed down, which moves a pre-printed payroll form into position. The form has fields for employee name, company name, and other payroll-related information.

1. Write employee's name and press tab.

The image shows the McBEE General Records Poster with the payroll form from Step 1 now in position. A second tab is being pressed down, which moves a second pre-printed payroll form into position. This form is for entering hours and gross earnings.

2. Enter hours and gross earnings and press tab.

The image shows the McBEE General Records Poster with the payroll form from Step 2 now in position. A third tab is being pressed down, which moves a third pre-printed payroll form into position. This form is for entering deductions and net pay.

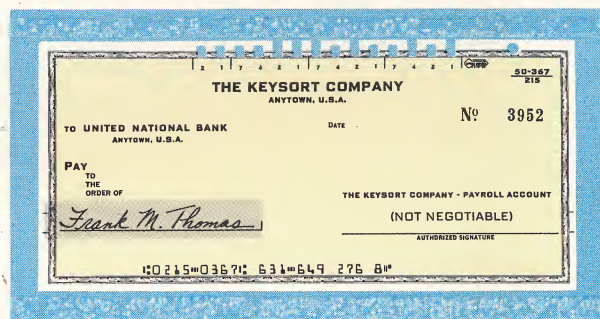
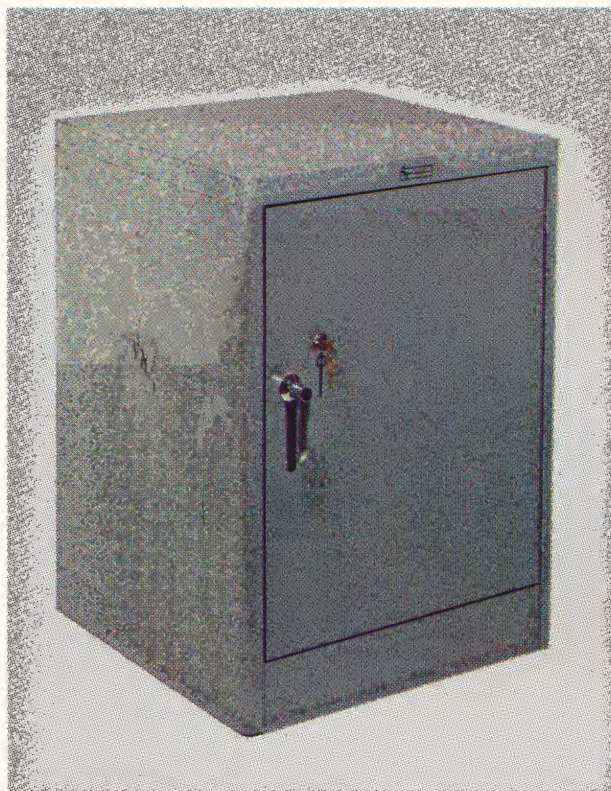
3. Enter deductions and net pay . . . you've posted all three payroll records with one writing!

The General Records Poster handles all your accounting jobs

The McBee General Records Poster will streamline any accounting operation where related records can be created simultaneously. Thousands of progressive businesses are using this device to simplify and speed up their accounts payable, accounts receivable, payroll, inventory, cash receipts, general ledger and other accounting work. Available with or without tab mechanism.



These McBee products make payroll procedures even more efficient



1. No. 9400 Poster Supply Cabinet houses all payroll records, supplies and equipment in one safe location. 2. Posting Tray or Binder keeps earnings records protected and convenient for maximum efficiency. 3. KEYSORT® checks,

notched for such factors as tape number, pay period, journal page or check number, permit rapid sorting and reconciliation with bank statements.

McBee Systems know-how can help you achieve more profitable business operations

During the last half-century McBee Systems have helped thousands of firms of all sizes organize their paperwork procedures for maximum clerical efficiency, better management controls and greater profits. McBee Systems Representatives are trained to analyze business needs and design practical solutions. This extensive experience, unequalled in the office equipment industry, is available to you without obligation.

Whether your needs are for business correspond-

ence or document preparation, records housing, repetitive letter writing, information retrieval, accounting and bookkeeping or a management control system, McBee Systems can offer you quality products and proved methods tailored to your needs.

Let your local McBee Systems Representative survey your needs. He will recommend new procedures only if convinced they will increase the efficiency of your business.

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McBEE SYSTEMS A DIVISION OF LITTON INDUSTRIES
80 GREENWICH AVENUE, GREENWICH, CONN. 06830
SALES AND SERVICE OFFICES IN ALL PRINCIPAL CITIES

McBEE SYSTEMS

DIRECTORY OF DISTRICT SALES AND SERVICE CENTERS

ALABAMA

2221 7th AVENUE SOUTH
BIRMINGHAM 35233
1012 MEMORIAL PARKWAY N.W.
HUNTSVILLE
962 GOVERNMENT STREET
MOBILE 36604
301 ADAMS AVENUE
MONTGOMERY 36101

ARIZONA

2727 NO. CENTRAL AVENUE
SUITE 624 CENTRAL TOWERS
PHOENIX 85004

ARKANSAS

1101 W. SECOND STREET
LITTLE ROCK 72201

CALIFORNIA

2828 BEVERLY BLVD.
LOS ANGELES 90057
620 EAST 14th STREET
OAKLAND 94606
1819 "J" STREET
SACRAMENTO 95814
54 TENTH STREET
SAN FRANCISCO 94103

COLORADO

100 WEST 11th AVENUE
DENVER 80204

CONNECTICUT

621 FARMINGTON AVENUE
HARTFORD 06105
350 BOSTON POST ROAD
MILFORD 06461

DELAWARE

203 PHILADELPHIA PIKE
WILMINGTON 19809

DISTRICT OF COLUMBIA

1700 WISCONSIN AVE. N.W.
WASHINGTON 20007

FLORIDA

1959 BEACHWAY ROAD
JACKSONVILLE 32207
35 SOUTH WEST 8th STREET
MIAMI 33130
602 NORTH ORANGE AVENUE
ORLANDO 32802
3416 SWANN AVENUE
TAMPA 33609

GEORGIA

1117 W. PEACHTREE ST., N.W.
ATLANTA 30309

ILLINOIS

530 NORTH LAKE SHORE DRIVE
CHICAGO 60611
8111-C NO. UNIVERSITY ST.
PEORIA 61614
314-316 PARK AVENUE
ROCKFORD 61101

INDIANA

19 MAIN STREET
EVANSVILLE 47708

1304 SOUTH CLINTON STREET
FORT WAYNE 46802
2464 NORTH MERIDIAN STREET
INDIANAPOLIS 46208
1301 BITTERSWEET LANE
MUNCIE 47301
309 E. JEFFERSON BLVD.
SOUTH BEND 46601

IOWA

3025 INGERSOLL AVENUE
DES MOINES 50312

KANSAS

936 NORTH WACO AVENUE
WICHITA 67201

KENTUCKY

1517 BARDSTOWN ROAD
LOUISVILLE 40205

LOUISIANA

447 NORTH ACADIAN
THROUGHWAY
BATON ROUGE 70806
1424 SO. JEFFERSON DAVIS
PARKWAY
NEW ORLEANS 70125
1519 CRESWELL AVENUE
SHREVEPORT 71101

MAINE

115 WILSON STREET
BREWER 04412
616 CONGRESS STREET
PORTLAND 04101

MARYLAND

428 EAST 25th STREET
BALTIMORE 21218

MASSACHUSETTS

1280 SOLDIERS FIELD ROAD
BOSTON 02135
100 CHESTNUT STREET
SPRINGFIELD 01103
872 MAIN STREET
WORCESTER 01610

MICHIGAN

8255 SECOND AVENUE
DETROIT 48202
353 FULLER AVENUE, N.E.
GRAND RAPIDS 49503
6020 PEACHTREE STREET
KALAMAZOO 49002
303 S. JEFFERSON AVENUE
SAGINAW 48607

MINNESOTA

6415 WAYZATA BLVD.
MINNEAPOLIS 55426

MISSISSIPPI

4762 NEW HIGHWAY 51 N.
JACKSON 39206

MISSOURI

1711 BROADWAY
KANSAS CITY 64108
1151 ST. LOUIS STREET
SPRINGFIELD 65806

1441 51 HAMPTON AVENUE
ST. LOUIS 63139

NEBRASKA

1704 DOUGLAS
OMAHA 68102

NEW HAMPSHIRE

815 ELM STREET
MANCHESTER 03101

NEW JERSEY

91 HALSEY STREET
NEWARK 07102
1602 PENNINGTON ROAD
TRENTON 08618

NEW YORK

6 LAFAYETTE AVENUE
BROOKLYN 11217
268 DELAWARE AVENUE
BUFFALO 14202
155 DELAWARE AVENUE
DELMAR 12054
MCI BUILDING
214 COLLEGE AVENUE
ELMIRA 14901
386 FULTON AVENUE
HEMPSTEAD 11551
235 EAST 42nd STREET
NEW YORK 10017
245 EAST AVENUE
ROCHESTER 14604
832 JAMES STREET
SYRACUSE 13203
572-578 NORTH BROADWAY
WHITE PLAINS 10603
1316 EAST 4th STREET
CHARLOTTE 28204
405 BATTLEGROUND AVENUE
GREENSBORO 27401
250 FIRST AVENUE, N.W.
HICKORY 28601
615 W. MORGAN STREET
RALEIGH 27603

OHIO

19 NORTH ARLINGTON STREET
AKRON 44305
30 ELMWOOD PLACE
ATHENS 45701
533 EAST UNIVERSITY AVENUE
CINCINNATI 45219
2932 PROSPECT AVENUE
CLEVELAND 44115
1185 EAST BROAD STREET
COLUMBUS 43216
2201 EMBURY PARK DRIVE
DAYTON 45414
4064 MONROE STREET
TOLEDO 43606

OKLAHOMA

534 N. PENNSYLVANIA
OKLAHOMA CITY 73107
4407 SO. PEORIA
UNITED FOUNDERS BUILDING
TULSA 74106

OREGON

1965 S.W. 5th AVENUE
PORTLAND 97201

PENNSYLVANIA

1041 HAMILTON STREET
ALLEN TOWN 18101
1230 PEACH STREET
ERIE 16505
3918 B JONESTOWN ROAD
HARRISBURG 17109
3913 CHESTNUT STREET
PHILADELPHIA 19104
913 PENN AVENUE
PITTSBURGH 15222
204 KINGSTON CORNER BLDG.
KINGSTON 18704

RHODE ISLAND

450 N. MAIN STREET
PROVIDENCE 02901

SOUTH CAROLINA

924 MAIN STREET
COLUMBIA 29202
644 E. STONE AVENUE
GREENVILLE 29602

TENNESSEE

17 CHEROKEE BLVD.
CHATTANOOGA 37405
301 W. WALNUT STREET
JOHNSON CITY 37602
746 NORTH FIFTH AVENUE
KNOXVILLE 37917
1294 UNION AVENUE
MEMPHIS 38104
1630 CHURCH STREET
NASHVILLE 37203

TEXAS

2801 MAPLE AVENUE
DALLAS 75201
910 COLLIER STREET
ROOM 209
FORT WORTH 76102
3275 WEST ALABAMA STREET
HOUSTON 77006
545 SOUTH 2nd WEST
SAN ANTONIO 78204

UTAH

361 EAST SECOND SOUTH
SALT LAKE CITY 84111

VIRGINIA

7466 TIDEWATER DRIVE
NORFOLK 23509
1209 ROSENATH ROAD
RICHMOND 23230
4301 MELROSE AVE. N.W.
ROANOKE 24017

WASHINGTON

2313 THIRD AVENUE
SEATTLE 98121

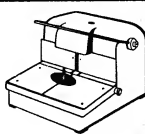
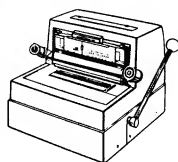
WEST VIRGINIA

625 HAWLEY BLDG.
WHEELING 26003

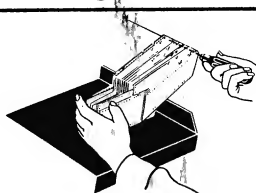
WISCONSIN

123 SOUTH APPLETON STREET
APPLETON 54910
3401 EIGHT MILE ROAD
CALEDONIA 53108
1021 S. PARK STREET
MADISON 53715
4075 N. TEUTONIA AVENUE
MILWAUKEE 53209
312 OAKWOOD CIRCLE
WAUSAU 54402

Recording



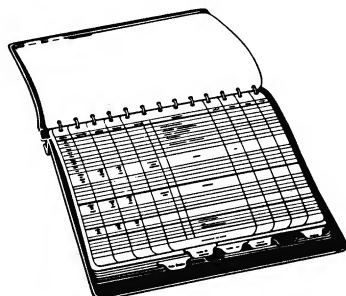
Distributing



Summarizing



Reporting



McBee Systems know-how can help you achieve more profitable business operations.

For more than a half-century, McBee Systems have been engaged in helping firms of all sizes organize their paperwork procedures for maximum clerical efficiency, better management controls and greater profits. McBee Systems Representatives are trained to analyze business needs and design practical solutions. This extensive experience, unequalled in the office equipment industry, is available to you without obligation.

Whether your needs are for accounting systems, information storage, data processing systems or information retrieval, McBee Systems can offer you quality products and proved methods tailored to your needs.

McBee '360' Systems for management control

A McBee '360' System provides vital day-to-day and long range facts essential to sound management. With this system, Keysort cards serve as both original source documents and as the media for mechanized unit record data processing.

By use of the Keysort method, your unit records can be quickly sorted to desired classifications. Tabulating is accomplished with the McBee '360' Tab Punch/Reader, a unique, versatile and low-cost data processor that produces figures for final reports automatically.

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80 GREENWICH AVENUE, GREENWICH, CONN. 06830

SALES AND SERVICE OFFICES IN ALL PRINCIPAL CITIES